



CHILDREN'S ADMINISTRATION
DIVISION OF CHILDREN AND FAMILY SERVICES
LIFE SKILLS INVENTORY
INDEPENDENT LIVING SKILLS ASSESSMENT TOOL

INSTRUCTIONS

In order to accurately complete the IL assessment, please involve the youth, the Children's Administration social worker, the foster parent or relative caregiver, and any other persons knowledgeable about the skills of the youth.

Scoring should be based on the lowest level of completion.

The level of attainment for each youth completing this assessment is the lowest level where they satisfactorily complete the required number of questions. Youth may be highly competent in some areas, but have limited basic knowledge in others. Having basic knowledge in each area is important for long term success, and plan development should be focused on filling gaps in youth knowledge.

Completing Category O

It is important for all youth to have a basic knowledge of options for pregnancy prevention. It is not the goal for all youth to reach "Exceptional" in this category, unless the youth (either male or female) is or will shortly be in a parenting role. Abuse and neglect issues are not specifically assessed, but competence at the "Intermediate" level should help youth avoid CPS complaints.

Time frames for completion

All youth should be assessed at age 15 to 16. Once you have completed the IL assessment on a youth you do not need to repeat the assessment. All further reporting will be based on the goals of the youth, and their skill level will be indicated by the progress achieved in attaining goals. If the youth remains on the same goal, the skill level doesn't change.

COVER SHEET

NAME OF YOUTH: <i>Kathy</i>	CAMIS PERSON ID:	DATE OF BIRTH: <i>1-23-96</i>
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PERSON(S) INVOLVED IN LIFE SKILLS ASSESSMENT AND DATES OF ASSESSMENT	DATE
<i>William Walpole</i>	<i>5-12-11</i>
	<i>5-13-11</i>

	CATEGORY	DATE SKILL ATTAINED			
		BASIC	INT.	ADV.	EXCEL
A	Money Management/Consumer Awareness				
B	Food Management				
C	Personal Appearance and Hygiene				
D	Health				
E	Housekeeping				
F	Housing				
G	Transportation				
H	Educational Planning				
I	Job Seeking Skills				
J	Job Maintenance Skills				
K	Emergency and Safety Skills				
L	Knowledge of Community Resources				
M	Interpersonal Skills				
N	Legal Skills				
O	Pregnancy Prevention/Parenting and Child Care				

Category A: Money Management and Consumer Awareness	
Basic - Must know 3 of 5 to advance to the next level of accomplishment:	
<input checked="" type="checkbox"/>	Knows values of coins and currency.
<input checked="" type="checkbox"/>	Can make a transaction at a local store and count change.
<input checked="" type="checkbox"/>	Has an understanding of the difference between "luxuries" and "necessities" in food, transportation, clothing, housing.
<input checked="" type="checkbox"/>	Understands the difference between "sale price" and "regular price".
<input checked="" type="checkbox"/>	Can identify one way to save money on purchases.
Intermediate - Must know 4 of 6 to advance to the next level of accomplishment:	
<input checked="" type="checkbox"/>	Can open a checking or savings account.
<input checked="" type="checkbox"/>	Can write checks/make withdrawals and make deposits.
<input checked="" type="checkbox"/>	Can record banking transactions (either checking or savings).
<input checked="" type="checkbox"/>	Can budget allowance to last for a week. (Shows some understanding of the concept of saving).
<input type="checkbox"/>	Understands the difference between gross wage and take home pay.
<input checked="" type="checkbox"/>	Can use a calculator to add, subtract, divide and multiply.
Advanced - Must know 4 of 6 to advance to the next level of accomplishment:	
<input checked="" type="checkbox"/>	With assistance can make out monthly budget covering regular expenses for independent living.
<input type="checkbox"/>	Shows some "sales resistance" to "something for nothing" advertising and "low weekly payment" credit plans.
<input checked="" type="checkbox"/>	Can read monthly bank statements, compare balances, make adjustments as necessary (deduct service charges, check fees, adjust for differences in the balance).
<input checked="" type="checkbox"/>	Can comparison shop using unit pricing information.
<input type="checkbox"/>	Understands the responsibility of filing tax forms. Knows the information that is required for filing taxes and knows where to go to get assistance in filing taxes.
<input checked="" type="checkbox"/>	Knows how to clip and use coupons.
Exceptional - Must know at least 3 to be rated as exceptional:	
<input type="checkbox"/>	Budgets for unanticipated emergencies, seasonal bills, etc.
<input checked="" type="checkbox"/>	Understands buying on credit, loans, interest, and late payment penalties.
<input type="checkbox"/>	Understands payroll deductions, taxes, FICA, insurance.
<input type="checkbox"/>	Can complete a short tax form.
<input type="checkbox"/>	Can balance a checkbook.
<input type="checkbox"/>	Has regular savings program.
Category B: Food Management	
Basic - Must know at least 3 of 4:	
<input checked="" type="checkbox"/>	Washes hands before eating and preparing food.
<input checked="" type="checkbox"/>	Can order in a cafeteria or fast food restaurant.
<input checked="" type="checkbox"/>	Can describe food pyramid and foods that contribute to a healthy life style.
<input checked="" type="checkbox"/>	Knows name and use of cooking utensils.
Intermediate - Must be able to do 5 of 8:	
<input checked="" type="checkbox"/>	Can order a meal from the menu in a restaurant
<input checked="" type="checkbox"/>	Can fix a breakfast for one
<input checked="" type="checkbox"/>	Can fix a lunch for one
<input checked="" type="checkbox"/>	Can fix a dinner for one
<input checked="" type="checkbox"/>	Can make out a grocery shopping list
<input checked="" type="checkbox"/>	Can use cooking utensils effectively and safely (knives, grater, can opener, potato peeler, egg beater, etc.)
<input checked="" type="checkbox"/>	Can use kitchen appliances effectively and safely
<input checked="" type="checkbox"/>	Can use acceptable table manners
Advanced - Must know 5 out of 7:	
<input checked="" type="checkbox"/>	Stores perishable items under refrigeration.
<input checked="" type="checkbox"/>	Recognizes signs of spoilage in food.
<input checked="" type="checkbox"/>	Can follow the instructions for preparing canned or frozen foods.
<input checked="" type="checkbox"/>	Can plan weekly menu of nutritious meals.
<input checked="" type="checkbox"/>	Can shop for a week's menu and stay within a food budget.
<input checked="" type="checkbox"/>	Can set the table properly.
<input checked="" type="checkbox"/>	Can carry out a grocery-shopping trip (selecting items on the shopping list and paying the cashier).
Exceptional - Must know at least 3:	
<input checked="" type="checkbox"/>	Prepares recipes from a cookbook.
<input checked="" type="checkbox"/>	Can adjust recipes to feed more or less people than called for in the recipes.
<input checked="" type="checkbox"/>	Understands how to use dates on food packages to prevent spoilage. (see next page)

Category B: Food Management (continued)
Exceptional - Must know at least 3: (continued)
<input type="checkbox"/> Prepares and eats a balanced diet. <input checked="" type="checkbox"/> Understands and can use unit pricing to comparison shop.
Category C: Personal Appearance and Hygiene
Basic - Must be able to do 4 of 4:
<input checked="" type="checkbox"/> Can dress self (including underwear, socks, and tied shoes) in a reasonably acceptable fashion. <input checked="" type="checkbox"/> Can bathe self. <input checked="" type="checkbox"/> Knows how to use soap, shampoo, deodorant, shaving cream, other common personal products appropriate to sex. <input checked="" type="checkbox"/> Brushes teeth regularly.
Intermediate - Must be able to do 3 of 3:
<input checked="" type="checkbox"/> Showers or bathes regularly. <input checked="" type="checkbox"/> Keeps hair clean and neat. <input checked="" type="checkbox"/> Dresses in reasonably clean clothing.
Advanced - Must be able to do 4 of 6:
<input checked="" type="checkbox"/> Can read clothing labels and determine which clothes are to be dry cleaned, hand washed, and machine-washed. <input checked="" type="checkbox"/> Can sort and machine-wash clothes at a Laundromat using appropriate temperatures, amounts of soap, bleach, etc. <input checked="" type="checkbox"/> Can dry clothes in a dryer using appropriate settings. <input checked="" type="checkbox"/> Knows the cost of and can budget money for special hair and nail care (i.e., permanents, braiding, manicures, etc.). <input checked="" type="checkbox"/> Can iron clothes. <input checked="" type="checkbox"/> Can sew on buttons and make minor clothing repairs.
Exceptional - Must know at least 2:
<input checked="" type="checkbox"/> Can hand wash items following the instructions on the label. <input checked="" type="checkbox"/> Knows appropriate clothing to wear for almost all occasions. <input type="checkbox"/> Knows approximate cost of dry cleaning and can arrange for dry cleaning.
Category D: Health
Basic - Must know 5 of 6:
<input checked="" type="checkbox"/> Can open childproof container. <input checked="" type="checkbox"/> Knows not to take someone else's medication. <input checked="" type="checkbox"/> Knows that drugs, alcohol, and tobacco may be harmful to your health. <input checked="" type="checkbox"/> Knows parts of the body and sexual functioning. <input checked="" type="checkbox"/> Knows how pregnancy occurs. <input checked="" type="checkbox"/> Knows how and where to get emergency health care.
Intermediate - Must know 3 of 4:
<input checked="" type="checkbox"/> Can recognize and describe symptoms of colds, flu, and other common health problems. <input checked="" type="checkbox"/> Knows what to do for a minor cut, a minor burn, a splinter. <input checked="" type="checkbox"/> Understands the risks of pregnancy and sexually transmitted diseases. <input checked="" type="checkbox"/> Understands the risks of drug and alcohol abuse.
Advanced - Must know 9 of 13:
<input checked="" type="checkbox"/> Can take own temperature using an oral thermometer. <input checked="" type="checkbox"/> Can nurse self through cold or flu. <input checked="" type="checkbox"/> Recognizes/makes correct use of "over the counter" drugs for pain, stomach upset, diarrhea, fever, cold/allergy. <input checked="" type="checkbox"/> Can call a doctor or dentist and schedule an appointment. <input checked="" type="checkbox"/> Can read a prescription label correctly and follow the instructions. <input checked="" type="checkbox"/> Can take medication without supervision. <input checked="" type="checkbox"/> Knows how to dispose of drugs in a safe manner. <input checked="" type="checkbox"/> Knows how to use what is included in a First Aid Kit. <input type="checkbox"/> Knows how to obtain a copy of personal immunization records and medical history. <input checked="" type="checkbox"/> Knows methods of birth control and how to obtain birth control devices. <input checked="" type="checkbox"/> Knows how to prevent the spread of sexually transmitted diseases. <input type="checkbox"/> Has selected a doctor, dentist or clinic for regular health care. <input type="checkbox"/> Understands the importance of medical insurance.
Exceptional - Must know at least 2:
<input checked="" type="checkbox"/> Is conscious of diet, exercise, good eating habits, and other preventative health measures. <input type="checkbox"/> Can determine when to go to an emergency room and when to make an appointment with the family doctor or clinic. <input type="checkbox"/> Has obtained medical insurance.

Category E: Housekeeping	
Basic - Must know 3 of 4:	
<input checked="" type="checkbox"/>	Can wash dishes adequately using soap and hot water.
<input checked="" type="checkbox"/>	Can change a light bulb.
<input checked="" type="checkbox"/>	Can make a bed.
<input checked="" type="checkbox"/>	Knows how to dispose of garbage.
Intermediate - Must know 3 of 5:	
<input checked="" type="checkbox"/>	Can use vacuum cleaner properly and change bags.
<input checked="" type="checkbox"/>	Can change bed linen.
<input checked="" type="checkbox"/>	Knows how to prevent sinks and toilets from clogging.
<input checked="" type="checkbox"/>	Knows how to sweep floor and stairs, wash wood and linoleum floors, wash windows, dust, polish furniture, clean toilet, clean bathtub and sink.
<input checked="" type="checkbox"/>	Knows appropriate cleaning products to use for different cleaning jobs.
Advanced - Must know 5 of 7:	
<input type="checkbox"/>	Knows how to stop a toilet from running.
<input checked="" type="checkbox"/>	Knows how to use a plunger to unstop a toilet or sink.
<input checked="" type="checkbox"/>	Can defrost the refrigerator, if necessary.
<input checked="" type="checkbox"/>	Can clean a stove.
<input checked="" type="checkbox"/>	Knows how to conserve energy and water.
<input checked="" type="checkbox"/>	Perform routine house-cleaning to maintain the home in a reasonably clean state.
<input checked="" type="checkbox"/>	Uses drawers and closets appropriately for storage.
Exceptional - Must know at least 3:	
<input type="checkbox"/>	Knows what repairs a landlord should perform.
<input type="checkbox"/>	Can do minor household repairs.
<input type="checkbox"/>	Is able to contact the landlord and request repairs.
<input type="checkbox"/>	Can change a fuse or reset a circuit breaker.
<input type="checkbox"/>	Can measure a window for shades or curtains.
<input type="checkbox"/>	Knows how to get rid of and avoid roaches, ants, mice, etc.
Category F: Housing	
Basic - Must know 2 of 2:	
<input checked="" type="checkbox"/>	Understands the concept of renting.
<input checked="" type="checkbox"/>	Knows how to access emergency shelter.
Intermediate - Must know 3 of 4:	
<input checked="" type="checkbox"/>	Can read want ads for vacancies.
<input checked="" type="checkbox"/>	Understands basic terms (lease, sub-let, utilities, studio, efficiency, security deposit, reference, etc.).
<input checked="" type="checkbox"/>	Can calculate the costs associated with different types of housing.
<input checked="" type="checkbox"/>	Can describe pros and cons of choosing a roommate.
Advanced - Must know 6 of 9:	
<input checked="" type="checkbox"/>	Can identify type of housing that is within budget and meets current housing needs.
<input type="checkbox"/>	Can calculate "start up" costs (Utility deposits, connection fees, security deposit, first month's rent, purchase of furniture and all other household items).
<input checked="" type="checkbox"/>	Can complete a rental application.
<input type="checkbox"/>	Can ask the landlord about the available apartment to determine if it meets their needs.
<input type="checkbox"/>	Knows to inspect the apartment to make sure appliances work and that the landlord has supplied accurate information about the apartment and the neighborhood.
<input type="checkbox"/>	Shows some concern for the rights of other residents with regard to property and noise.
<input type="checkbox"/>	Understands the consequences if the rights of other residents are not respected.
<input type="checkbox"/>	Understands the implication of the security deposit.
<input type="checkbox"/>	Knows the role of a landlord.
Exceptional - Must know at least 2:	
<input type="checkbox"/>	Demonstrates the ability to get along with other residents and the landlord.
<input type="checkbox"/>	Knows how to get help if there is a conflict with the landlord.
<input type="checkbox"/>	Can access emergency assistance for utilities.
Category G: Transportation	
Basic - Must know 3 of 6:	
<input type="checkbox"/>	Can ride a bicycle safely.

Category G: Transportation (continued)**Basic - Must know 3 of 6: (continued)**

- ☒ Understands and uses seat belts.
- ☒ Familiar with any form of public transportation available.
- ☒ Knows the nearest public bus stop to your home.
- ☒ Knows amount of money required for bus fare.
- ☒ Knows the nearest town with bus services.

Intermediate - Must know 3 of 6:

- ☒ Aware of consequences of driving without a license and insurance.
- ☐ Has successfully completed a Driver's Ed class.
- ☐ Knows how to call a taxi and provide information needed. Knows the approximate cost of taking a taxi.
- ☒ If given instructions, can make public transportation journey involving several transfers.
- ☐ Knows requirements for foster parent reimbursement for providing transportation.
- ☒ Can give directions.

Advanced - Must know 4 of 5:

- ☒ Can arrange routine transportation to work or school.
- ☒ Knows what is required to get a driver's license.
- ☐ Has driver's permit.
- ☐ Can fix a bicycle.
- ☒ Can read a map.

Exceptional - Must know 2 of 3:

- ☐ Knows how to do basic car maintenance.
- ☐ Can estimate cost of owning and operating a car for a month/year including tabs and insurance.
- ☐ Has a driver's license.

Category H: Educational Planning**Basic - Must know 2 of 2:**

- ☒ Has a realistic view of his/her chances for completing high school.
- ☒ If high school graduation is not realistic, understands what a GED is and how to obtain one.

Intermediate - Must know 3 of 4:

- ☒ Can fill out forms to enroll in an educational program.
- ☒ Has a general idea of what education is needed for the job he/she wants.
- ☒ Can discuss educational/vocational plans with teachers/counselor.
- ☒ Is aware of educational resources available in the community.

Advanced - Must know 4 of 6:

- ☐ Knows how to obtain school transcripts.
- ☒ Is aware of current educational credits and standing.
- ☐ Has an appropriate educational plan for the job selected.
- ☐ Understands educational/skill requirements for job selected.
- ☐ Is aware of the cost of higher education/vocational training.
- ☐ Knows the difference between a loan and a grant.

Exceptional - Must know at least 3:

- ☐ "Shops around" to find the best educational resources.
- ☐ Knows where to find and how to access adult education or vocational training in the community.
- ☐ Knows how to obtain financial aid/scholarships for additional education.
- ☐ Understands future prospects and probable living standards relative to levels of education and specialized skills.
- ☐ Is able to identify the connection between course work and vocational goals.

Category I: Job Seeking Skills**Basic - Must know 2 of 2:**

- ☒ Has reasonable idea of the types of jobs available to him/her.
- ☒ Knows what the minimum wage is.

Intermediate - Must know 4 of 5:

- ☒ Can fill out a standard job application form.
 - ☒ Can read the want ads and find appropriate leads.
 - ☒ Can complete a mock interview giving appropriate answers to potential questions.
- (see next page)

Category I: Job Seeking Skills (continued)
Intermediate - Must know 4 of 5: (continued)
<input checked="" type="checkbox"/> Can make appointment for a job interview. <input type="checkbox"/> Knows appropriate clothing to wear for the interview.
Advanced - Must know 6 of 8:
<input checked="" type="checkbox"/> Can write a resume. <input checked="" type="checkbox"/> Has a completed job application/fact sheet to take on a job interview. <input checked="" type="checkbox"/> Knows to prepare for a job interview. <input type="checkbox"/> Can complete a job interview. <input type="checkbox"/> Knows the function of and can contact the public employment agency. <input type="checkbox"/> Knows the function of and understands that private employment agencies charge fees. <input type="checkbox"/> Can identify ads placed by private employment agencies. <input type="checkbox"/> Can contact temporary employment services.
Exceptional - Must know at least 2:
<input type="checkbox"/> Has a resume. <input type="checkbox"/> Can follow up an interview with a letter. <input type="checkbox"/> Is able to maturely weigh the advantages of one job over another. <input type="checkbox"/> Understands legal discrimination and where to seek help if discriminated against illegally.
Category J: Job Maintenance Skills
Basic - Must know 3 of 4:
<input checked="" type="checkbox"/> Dresses for work appropriately. <input type="checkbox"/> Reports to work on time. <input checked="" type="checkbox"/> Knows job responsibilities and how to complete job tasks. <input checked="" type="checkbox"/> Knows to contact employer when not able to go to work.
Intermediate - Must know 3 of 4:
<input type="checkbox"/> Know how to read a pay stub. <input type="checkbox"/> Knows appropriate way to talk to supervisor. <input checked="" type="checkbox"/> Knows what behaviors will get a person fired immediately. <input checked="" type="checkbox"/> Knows how to ask for help with a problem on the job.
Advanced - Must know 4 of 5:
<input type="checkbox"/> Knows if eligible for sick time, vacation time, or personal time. <input type="checkbox"/> Knows what a grievance procedure is. <input type="checkbox"/> Know what to do to get a raise. <input type="checkbox"/> Knows where and when not to talk with co-workers. <input type="checkbox"/> Has a plan for handling anger when angry at supervisor, co-workers, or customers.
Exceptional - Must know at least 3:
<input type="checkbox"/> Can implement anger management plan in majority of cases. <input type="checkbox"/> Knows how to use company grievance procedure to resolve disagreements. <input type="checkbox"/> Knows companies "unwritten policies" and can function within them. <input type="checkbox"/> Knows how to ask for a raise. <input type="checkbox"/> Knows what to do to be eligible for promotion. <input type="checkbox"/> Knows legal rights as an employee.
Category K: Emergency and Safety Skills
Basic - Must know 4 of 5:
<input checked="" type="checkbox"/> Knows functions of police, ambulance and fire department. Can reach each by calling the appropriate number. <input checked="" type="checkbox"/> Is trained to evacuate the residence in case of fire. <input checked="" type="checkbox"/> Knows proper way of disposing of smoking materials, if smokes. <input checked="" type="checkbox"/> Knows how to lock and unlock doors and windows. <input checked="" type="checkbox"/> Knows how to check smoke alarm and how to replace battery.
Intermediate - Must know 3 of 5:
<input checked="" type="checkbox"/> Understands basic fire prevention (No smoking in bed, using gas stove to heat, excessive use of extension cords, frayed electrical cords, etc.). <input checked="" type="checkbox"/> Knows how to use a fire extinguisher. <input type="checkbox"/> Knows that improperly used appliances can cause fires. <input type="checkbox"/> Can recognize the smell of a gas leak. (see next page)

Category K: Emergency and Safety Skills (continued)
Intermediate - Must know 3 of 5: (continued)
<input type="checkbox"/> Knows what to do, and whom to call if she/he smells a gas leak.
Advanced - Must know 2 of 3:
<input type="checkbox"/> Knows the different methods for putting out different kinds of fires.
<input type="checkbox"/> Knows how to properly store cleaning materials.
<input type="checkbox"/> Can usually determine when professional medical help is needed.
Exceptional - Must know 2 of 2:
*Youth may have their cards, but completion of the other areas is important. The rating should be based on the lowest area where they have completed the skills.
<input type="checkbox"/> Has completed First Aid training.
<input type="checkbox"/> Has completed CPR training.
Category L: Knowledge of Community Resources
Basic - Must know 4 of 5:
<input checked="" type="checkbox"/> Knows how to get emergency information by telephone.
<input checked="" type="checkbox"/> Knows whom to contact if injured or sick.
<input checked="" type="checkbox"/> Knows where nearest supermarket or shopping district is located.
<input type="checkbox"/> Knows how to access emergency food and shelter.
<input checked="" type="checkbox"/> Knows how to access crisis line.
Intermediate - Must know 3 of 5:
<input checked="" type="checkbox"/> Knows where nearest Laundromat is located.
<input checked="" type="checkbox"/> Knows where personal bank is located.
<input type="checkbox"/> Can use the yellow pages to obtain information.
<input type="checkbox"/> Knows location of nearest CSO.
<input type="checkbox"/> Knows location of nearest post office and how to use it.
Advanced - Must know 3 of 5:
<input type="checkbox"/> Knows whom to contact if utilities disconnected, or heat goes out.
<input type="checkbox"/> Knows where and how to register for selective service.
<input type="checkbox"/> Knows where the nearest state employment office is located.
<input type="checkbox"/> Can obtain a copy of birth certificate and a duplicate social security card.
<input type="checkbox"/> Has awareness of "specialized" resources: mental health counseling, consumer counseling, VD clinics, student aid offices, tenant groups, animal control, public recreation, etc.
Exceptional - Must know at least 2:
<input type="checkbox"/> Knows who elected representatives are and how to contact them.
<input type="checkbox"/> Has obtained a library card.
<input type="checkbox"/> Knows what the Better Business Bureau does and how to contact it.
Category M: Interpersonal Skills
Basic - Must know 5 of 5:
<input checked="" type="checkbox"/> Can respond to introductions and answer simple questions.
<input checked="" type="checkbox"/> Can identify one friend.
<input checked="" type="checkbox"/> Look others in the eye and shakes hands if other person offers.
<input checked="" type="checkbox"/> Can make "small talk" (face to face).
<input checked="" type="checkbox"/> Communicates with at least one person weekly.
Intermediate - Must know 4 of 6:
<input type="checkbox"/> Can make introductions, including approaching others to introduce self.
<input checked="" type="checkbox"/> Is aware of boundary issues.
<input type="checkbox"/> Is not harmful to others.
<input checked="" type="checkbox"/> Can ask for help.
<input type="checkbox"/> Can explain feelings.
<input type="checkbox"/> Can identify relationships that may be hurtful or dangerous.
Advanced - Must know 8 of 13:
<input type="checkbox"/> Can identify personal strengths and needs (with assistance if necessary).
<input type="checkbox"/> Accepts invitations from others to be involved in social activities.
<input type="checkbox"/> Make arrangements with peers for social activities. (see next page)

Category M: Interpersonal Skills (continued)**Advanced - Must know 8 of 13: (continued)**

- ☐ Knows where to get help if unable to resolve interpersonal conflicts alone.
- ☐ Has some ability to resolve conflicts with others.
- ☐ Refrains from physical violence as a means of solving interpersonal conflict.
- ☐ Has practiced how to say "no" to a peer who is trying to persuade him/her to do something wrong.
- ☐ Can develop a realistic plan with appropriate steps identified to achieve goals.
- ☐ Can carry out plans with some assistance provided.
- ☐ Can describe the "best possible" outcome if the goal is achieved and the "worst possible" outcome if the goal is not achieved.
- ☐ Can describe the relationship between actions and consequences.
- ☐ Has "good" table manners (can use knife, fork, spoons, napkin appropriately).
- ☐ Avoids hurtful or dangerous relationships.

Exceptional - Must know at least 3:

- ☐ Labels and expresses anger or other strong feelings appropriately, "talks out" problems.
- ☐ Has demonstrated the ability to say "no" to peers.
- ☐ Can develop and carry out a personal plan for goal achievement without supervision.
- ☐ Can anticipate, with limited input from others, what consequences might be associated with different choices.
- ☐ Knows when and how to send written thank-you notes.
- ☐ Can close a relationship or say "good bye" in a healthy manner.

Category N: Legal Issues**Basic - Must know 2 of 2:**

- ☒ Has the phone number of someone to call if arrested or victimized.
- ☒ Understands generally what actions are against the law and what the consequences are.

Intermediate - Must know 4 of 7:

- ☐ Knows personal rights if arrested.
- ☐ Knows what the function of a lawyer is.
- ☒ Knows legal age for buying alcohol and tobacco products.
- ☐ Understands the meaning of "legal age" in legal terms (what you can do, what you cannot do).
- ☐ Knows how to read a contract.
- ☐ Has understanding of dependency process.
- ☐ Knows how and where to register to vote.

Advanced - Must know 3 of 4:

- ☐ Knows the responsibility to register for selective service, if male.
- ☐ Aware of availability of free legal services.
- ☐ Understands the consequences of signing a contract or a lease.
- ☐ Knows the legal penalty for all of the following:
 - ☐ Buying, possessing, selling, and smoking marijuana and other drugs
 - ☐ Buying and drinking beer and alcohol underage
 - ☐ Trespassing
 - ☐ Shoplifting
 - ☐ Burglary
 - ☐ Possession of stolen property
 - ☐ Traffic violations

Exceptional - Must know at least 2:

- ☐ Show good citizenship and an understanding of the rights and responsibilities of a citizen.
- ☐ Is registered to vote.
- ☐ Knows where to go to vote.
- ☐ Knows the difference between "felony", "misdemeanor", and "violation".

Category O: Pregnancy, Parenting and Child Care**Basic/Pregnancy - Must know 6 of 6: (All youth complete this part)**

- ☒ Knows resources for birth control.
- ☒ Knows location of family planning office.
- ☒ Knows options for birth control.
- ☒ Knows options for pregnancy. (see next page)

Category O: Pregnancy, Parenting and Child Care (continued)	
Basic/Pregnancy - Must know 6 of 6: (All youth complete this part) (continued)	
<input checked="" type="checkbox"/>	Knows dangers of drugs, alcohol, and tobacco during pregnancy.
<input type="checkbox"/>	Knows what adequate pre-natal care is.
Intermediate/Parenting and Child Care - Must know 10 of 10: (Pregnant or parenting teens)	
<input type="checkbox"/>	Knows where to obtain pre-natal care.
<input type="checkbox"/>	Knows not to leave child without supervision.
<input type="checkbox"/>	Can provide appropriate supervision for child.
<input type="checkbox"/>	Is comfortable being alone with child.
<input type="checkbox"/>	Knows how to bathe child and change diapers.
<input type="checkbox"/>	Knows how to access community resources (WIC, PHN).
<input type="checkbox"/>	Knows how to engage child in appropriate play (reading, singing, drawing, building things, etc.).
<input type="checkbox"/>	Knows the available options for regular childcare.
<input type="checkbox"/>	Selects appropriate people to periodically baby-sit with child.
<input type="checkbox"/>	Knows where to go for help if child is sick.
Advanced - Must know 5 of 6: (Pregnant or parenting)	
<input type="checkbox"/>	Can select toys appropriate for child's age and developmental level.
<input type="checkbox"/>	Can discipline without using extreme measures (hitting, screaming, withholding necessary food or care).
<input type="checkbox"/>	Can make arrangements for regular childcare.
<input type="checkbox"/>	Takes child to childcare on time. Picks child up from childcare on time.
<input type="checkbox"/>	Spends "quality" time with child each day (talking, playing together, listening to the child, etc.).
<input type="checkbox"/>	Knows where to go for help with parenting.
Exceptional	
<input type="checkbox"/>	Knows what behaviors are appropriate for the child's age and developmental level.
<input type="checkbox"/>	Knows the costs and benefits of each child care arrangement available.